



UNITED STATES MARINE CORPS
MARINE FORCES RESERVE
4400 DAUPHINE STREET
NEW ORLEANS, LOUISIANA 70146-5400

IN REPLY TO:
1700
MCCS

MAY 13 2004

MEMORANDUM

From: Chairman, Marine Forces Reserve (MFR) Family Readiness Council
To: Commander, Marine Forces Reserve
Subj: FAMILY READINESS COUNCIL (FRC) MINUTES OF 31 MARCH 2004
Ref: (a) MFR FRC Charter

1. Per the reference, the Family Readiness Council (FRC) convened at 1330 CST on 31 March 2004.

2. Voting Members Present:
BGen Fruchtnicht, Chair
Col Ellingson, Dir Mpr and MCCS (G-1)
CDR Brown, Force Chaplain Rep
Mrs. McCarthy, Force KVA

Non-voting Members Present:
LtCol Kowalski, FRO, 4th MARDIV
Maj Speegle, MFR FRO
Maj Boyd, FRO, 4th FSSG
Maj McMichael, FRO, 4th MAW
Maj Nash, FRO, MCRSC (via telephone)
Ms. Erickson, MCRSC MCCS (via telephone)
Mr. Foucha, MFR PAO
SSgt Lambert, Recorder

Others present:
LtCol Gardner, CO, HQBN, MFR
CW03 Jackson, FRO, 24th Reg, 4th MARDIV (via telephone)
Mrs. Jackson, KVC, 24th Reg, 4th MARDIV (via telephone)
Mrs. Dixon, Force KVC
Ms. Klein, Comptroller's Office

Not Present:
CDR Nelson, Health Services
SgtMaj Dixon, MFR SgtMaj

3. This is the first FRC meeting for FY-04. After roll call, the Chair introduced himself and the Chaplain opened the FRC meeting with a prayer. The FRC then proceeded with the agenda items.

a. Status of Marine Corps Family Team Building Program Manager and Assistant Program Manager positions

(1) Both positions are currently vacant.

(2) A selection board was convened and on 18 March 2004 held interviews. Recommendations for the MCFTB Program Manager and Assistant Program Manager were forwarded for the CFMR's consideration.

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b. Family Readiness Assist Visits

(1) The Family Readiness Assist items are the same as the gradeable MORDT family readiness items.

(2) Forty one (41) units had Assist Team visits pre and early OIF 2.1, seven (7) were noted as needing further assistance.

(3) Units who were noted as needing assistance on the initial assist visit have contacted MFR Marine Corps Community Services (MCCS) for additional assistance and guidance. In addition, MFR MCCS will make contact with each unit visited to offer additional guidance and assistance, if necessary.

(4) Forty-six (46) units are scheduled for Assist Team visits in support of OIF 2.2, to include the seven (7) OIF 2.1 units requiring follow-up.

(5) The Chair suggested that the FRC solicit feedback from the units to determine whether the information MFR MCCS provides answers their questions and concerns.

c. MCFTB publications, L.I.N.K.S., MCCS One Source and TRICARE CD's distribution plan

(1) In an effort to cut cost and duplication of effort, MFR MCCS is encouraging the Force to use the training modules available on the HQMC MR website.

(2) It is recommended that once the training modules are completed, a telephone conference be held to answer any questions that developed from the training. In addition, HQMC MCCS hosts an online Key Volunteer (KV) bulletin board which allows individual's to post a question on the board and receive an answer. The Chair and MFR KVA recommended MFR MCCS develop a similar bulletin board.

(3) MFR MCCS is mailing MCFTB publications received to MFR units and filling all requests for materials received via phone, fax, email and website.

(4) The MCFTB Survival Guide has been developed by MCRSC and is available in English and Spanish. The online version is available on the MCRSC website for download and local printing.

d. MCCS One Source

(1) The Council recommended the MCCS One Source visibility kit be on display at every unit family day.

(2) Information regarding available resources, such as MCCS One Source, should be sent directly to spouses versus the member.

(3) Units may go directly to MCCS One Source to request publications and materials for Family Days.

(4) MCCS One Source now offers service members and/or families five free counseling sessions per incident.

e. Return and Reunion. Last year, the Chaplain conducted several Return and Reunion training sessions for approximately 4000 people.

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f. KV Funding

(1) MFR MCCS has \$233K to support the KV program for FY-04. Each BEA has a baseline of \$2,000 to cover basic program expenses. In addition to the baseline, each BEA will receive \$3.00 per service member. Three (3) naval messages, one for each MSC, will be released detailing the distribution. The messages will also provide specific guidance on authorized and unauthorized expenses.

(2) MFR MCCS will recoup all funds not executed by 15 August 2004. Unit Commanders have the authority to redistribute funds between their RUC's and MCC's as deemed necessary.

g. Role of the Key Volunteer Advisor

(1) Based on the tremendous needs of the Force and the complaints of "burn out" received from the unit KV spouses, it is recommended the role of the unit KVA should become mandatory.

(2) The FRC will create a working group to develop the role of the KVA.

4. FRC Meetings

a. FRC proposed agenda items and meeting minutes should be posted on the MFR MCCS website.

b. The next FRC meeting will be held during June 2004 with the specific date/time to be determined by the Chair.

c. The Chairman directed three (3) KVA's and KVC's from MCS units participate in the future FRC meetings telephonically to ensure the needs of the intended audience are addressed.


H. J. FRUCHTNICHT
BGen USMCR

Copy to:
MFR MSC Commanders
FRC Members